

OFFICE OF THE CITY ATTORNEY  
ROBERT E. SHANNON, City Attorney  
333 West Ocean Boulevard, 11th Floor  
Long Beach, CA 90802-4664

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ORDINANCE NO.

~~A-13~~  
~~BH-37.13~~

**CBH-10**

3:30 PM

AN ORDINANCE OF THE CITY COUNCIL OF THE  
CITY OF LONG BEACH RELATING TO ADOPTING AN  
AMENDMENT TO ORDINANCE NO. C-6496, ADOPTED  
JULY 5, 1988, AND AMENDED ON JANUARY 24, 1989,  
JULY 11, 1989, DECEMBER 5, 1989, MARCH 20, 1990,  
JULY 3, 1990, SEPTEMBER 18, 1990, JULY 2, 1991, JULY  
7, 1992, JANUARY 26, 1993, AUGUST 24, 1993, JUNE 28,  
1994, JULY 18, 1995, NOVEMBER 28, 1995, OCTOBER 1,  
1996, MARCH 25, 1997, OCTOBER 7, 1997, OCTOBER 27,  
1998, APRIL 20, 1999, OCTOBER 19, 1999, OCTOBER 17,  
2000, OCTOBER 30, 2001, MARCH 19, 2002, NOVEMBER  
26, 2002, JANUARY 6, 2004, FEBRUARY 8, 2005,  
NOVEMBER 1, 2005, DECEMBER 5, 2006, MARCH 20,  
2007, MAY 22, 2007, DECEMBER 18, 2007, AND JULY 15,  
2008, RELATING TO DEPARTMENTAL ORGANIZATION  
OF THE CITY OF LONG BEACH

The City Council of the City of Long Beach ordains as follows:

Section 1. Section 2 of Ordinance No. C-6496, adopted July 5, 1988, as amended, is amended to read as follows:

Section 2. The Departmental Organization of the City of Long Beach is hereby adopted to read as follows:

Departments, Bureaus and Divisions Created.

There are within the City the following departments of City Government, and those departments, bureaus and divisions not otherwise

1 created are hereby created and established; and the City Council  
2 consolidates those departments, bureaus and divisions indicated in this  
3 Section:

4 A. City Auditor Department;

5 B. City Clerk Department with the following division:

6 Administrative; and the following bureaus:

7 1. Legislative Bureau; and

8 2. Elections Bureau;

9 C. City Manager Department;

10 D. City Prosecutor Department;

11 E. Civil Service Department with the following divisions:

12 Administration and Support Services; and the following bureau and division:

13 1. Employment Services Bureau with the following  
14 divisions: Employment Services; and Recruitment Services;

15 F. Development Services Department with the following division:

16 Administration; and the following bureaus and divisions:

17 1. Planning Bureau with the following divisions:  
18 Engineering and Development Services; Planning; and Current Planning;

19 2. Redevelopment Bureau with the following divisions:  
20 West Long Beach Industrial; North Long Beach; Downtown and West  
21 Beach; Central and Poly High; Redevelopment Administration; and Special  
22 Projects;

23 3. Housing Services Bureau with the following divisions:  
24 Housing Development; and Housing Communications;

25 4. Neighborhood Services Bureau with the following  
26 divisions: Neighborhood Improvement; Grant Administration; Code  
27 Enforcement; Housing Rehabilitation Services; Nuisance Abatement; and  
28 Inspection; and

1                   5.     Administration and Financial Services Bureau with the  
2 following divisions: Administrative Services; and Financial Services;

3                   Whenever the Charter or ordinances of the City or other applicable  
4 laws provide that certain duties and functions shall be performed either by  
5 the Planning Department or the head of the Planning Department or by the  
6 Department of Building and Safety or the Superintendent of Building and  
7 Safety, such duties and functions shall be performed by the head of the  
8 Development Services Department or his or her designee;

9                   G.     Financial Management Department with the following  
10 divisions: Administrative Services; Financial Systems; and the following  
11 bureaus and divisions:

12                   1.     City Controller/Accounting Bureau with the following  
13 divisions: Accounting Operations and Tidelands; Grants/Redevelopment  
14 Agency and Payroll; and Accounts Payable/CIP;

15                   2.     Business Relations Bureau with the following division:  
16 Purchasing; and Special Projects;

17                   3.     Commercial Services Bureau with the following  
18 division: Financial Services;

19                   4.     Treasury Operations Bureau with the following  
20 divisions: Cash Management; and Investment Management; and

21                   5.     Budget and Performance Management Bureau with the  
22 following divisions: Budget Management; and Revenue Management;

23                   H.     Fire Department with the following bureaus and divisions:

24                   1.     Administration Bureau;

25                   2.     Fire Prevention Bureau with the following divisions:  
26 Code Enforcement; and Community Services/Public Education;

27                   3.     Operations Bureau with the following divisions:  
28 Operations/Facilities; Marine Safety; and Emergency Medical Services;

1                                   4.     Support Services Bureau with the following division:  
2     Training/Fleet Management;

3                                   5.     Disaster Management Bureau with the following  
4     division: Emergency Preparedness; and

5                                   I.     Health and Human Services Department with the following  
6     bureaus and divisions:

7                                   1.     Physician Services Bureau;

8                                   2.     Community Health Bureau with the following divisions:  
9     Nutrition Services; Homeless Services; and Health Promotion;

10                                  3.     Environmental Health Bureau with the following  
11     division: Hazardous Materials;

12                                  4.     Preventive Health Bureau with the following divisions:  
13     Preventive Services; Nursing Services; and Laboratory Services;

14                                  5.     Support Services Bureau with the following divisions:  
15     Financial Services; and Personnel Services; and

16                                  6.     Animal Care Services Bureau; and

17                                  7.     Housing Authority Bureau with the following divisions:  
18     Housing Assistance, and Special Housing Projects

19                                  J.     Human Resources Department with the following divisions:  
20     Employee Benefits and Services; and Equal Employment and Americans  
21     with Disabilities Act; and the following bureaus and divisions:

22                                  1.     Risk Management Bureau with the following divisions:  
23     Loss Control and Prevention; Workers' Compensation Coordination and  
24     Occupational Health Services;

25                                  2.     Leadership and Organizational Development Bureau  
26     with the following divisions: Administration; and Leadership and  
27     Organizational Development;

28                                  3.     Personnel Operations Bureau; and

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4. Workforce Development Bureau with the following divisions: Workforce Operations; Workforce Development; Communications; Workforce Development Board; and Enterprise Zone;

K. Law Department;

L. Legislative Department;

M. Library Services Department with the following division: Administrative and Facility Management; and the following bureaus:

1. Automated Services Bureau;

2. North and East Neighborhood Library Services Bureau;

3. Central and West Neighborhood Library Services Bureau; and

4. Main Library Services Bureau;

N. Long Beach Airport Department with the following divisions: Administration; Public Affairs; Noise; Leasing and Business Development; Special Projects; and the following bureau and divisions:

1. Airport Operations Bureau with the following divisions: Operations-1; Operations-2; Operations-3; Operations-4; and Airport Security;

O. Long Beach Gas & Oil Department with the following bureaus and divisions:

1. Business Operations Bureau with the following divisions: Personnel Services; Financial Services; Safety; and Call Center Services;

2. Gas Services Bureau with the following division: Customer Service;

3. Engineering and Construction Bureau with the following divisions: Pipeline Maintenance; and Engineering;

4. Electric Generation Bureau with the following division:

1 SERRF Operations; and

2 5. Gas and Oil Operations Bureau with the following  
3 divisions: Energy Services; Planning and Unit Operations; Reservoir  
4 Operations; Production Operations; and Subsidence and Geology;

5 Whenever the Charter or ordinances of the City or other applicable  
6 laws provide that certain duties and functions shall be performed either by  
7 the Oil Properties Department or the head of the Oil Properties Department,  
8 such duties and functions shall be performed by the head of the Long  
9 Beach Gas and Oil Department or his or her designee;

10 P. Parks, Recreation and Marine Department with the following  
11 division: Special Projects; and the following bureaus and divisions:

12 1. Business Operations Bureau with the following  
13 divisions: Personnel and Training; Finance and Controls; Contract  
14 Management and Golf Operations; Accident Prevention and Safety; and  
15 Community Information and Graphics;

16 2. Community Recreation Services Bureau with the  
17 following divisions: Citywide Administration; Community Services; Area I;  
18 Area II; Area III; Citywide Programs; Citywide Services; Aquatics; and  
19 Rangers;

20 3. Maintenance Operations Bureau with the following  
21 divisions: Park Facilities Maintenance; Marine Maintenance; Beach  
22 Maintenance/Queensway Bay; and Grounds Maintenance;

23 4. Planning and Development Bureau with the following  
24 divisions: Development; Historic Sites; and Tidelands Development; and

25 5. Marine Bureau with the following division:  
26 Administration;

27 Q. Police Department with the following divisions: Chief of Staff;  
28 Internal Affairs; Employee Assistance; and the following bureaus and

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divisions:

1. Investigations Bureau with the following divisions:  
Detective; Gang/Violent Crimes; and Forensic Science Services;

2. Patrol Bureau with the following divisions: Patrol -  
East; Patrol - North; Patrol - South; Patrol - West; and Field Support;

3. Administration Bureau with the following divisions:  
Fiscal; Records and Technology; and Personnel; and

4. Support Bureau with the following divisions: Jail;  
Training; and Emergency Operations;

R. Public Works Department with the following bureaus and  
divisions:

1. Business Operations Bureau with the following  
divisions: Budget Services; Personnel Services; and  
Communications/Community Information;

2. Public Services Bureau with the following divisions:  
Traffic Operations; Street Maintenance; Facilities Management; and Safety  
and Disaster Preparedness;

3. Engineering Bureau with the following divisions:  
Construction Services; Design; Storm Water/Environmental Compliance;  
Project Management; Transportation Engineering; and Transportation  
Programs;

4. Environmental Services Bureau with the following  
divisions: Administration/Recycling/Special Projects; Operations; Refuse;  
and Street Sweeping/Clean Long Beach;

5. Fleet Services Bureau with the following divisions:  
Fleet Operations; Fleet Acquisitions; Fleet Maintenance; and Towing/Lien  
Sales; and

6. Asset Management Bureau with the following divisions:

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Real Estate Acquisitions; Real Estate Leasing; and Parking Operations;

S. Technology Services Department with the following division:

Administrative Services; and the following bureaus and divisions:

1. Operations Support Bureau with the following divisions:

Finance; and Office Services;

2. Infrastructure Services Bureau with the following

divisions: Telecommunications; Wireless Communications; and Operations Center;

3. Business Information Services Bureau with the

following divisions: Business Information Systems; and Business Information Technology; and

4. Customer Services Bureau with the following divisions:

Customer Support; Video Communications; and Office Services.

Section 3. The City Clerk shall certify to the passage of this ordinance by the City Council and cause it to be posted in three (3) conspicuous places in the City of Long Beach, and it shall take effect on the thirty-first (31st) day after it is approved by the Mayor.

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I hereby certify that the foregoing ordinance was adopted by the City Council of the City of Long Beach at its meeting of \_\_\_\_\_, 20\_\_ by the following vote:

Ayes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

Noes: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Absent: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
City Clerk

Approved: \_\_\_\_\_  
(Date)

\_\_\_\_\_  
Mayor

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